

(213) 240-8101

April 3, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**TERMINATION OF PUBLIC HEALTH RESEARCH AGREEMENT NO. 16134
WITH THE PUBLIC HEALTH FOUNDATION OF LOS ANGELES COUNTY**
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize and delegate authority to the Director of Health Services, or his designee, to terminate County Agreement No. 16134 with The Public Health Foundation of Los Angeles County, pursuant to paragraph 9 of the Agreement and issue the required 60 day advance written Notice of Termination (Exhibit I).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

In approving this action, the Board is authorizing the Director of Health Services, or his designee, to terminate the Public Health Research Agreement with The Public Health Foundation of Los Angeles County, based on an audit recommendation from the Audit Compliance Division.

FISCAL IMPACT/FINANCING:

None.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On March 17, 1970, the Board approved an agreement with The Public Health Foundation of Los Angeles County for research projects in the field of public health. The agreement contains a paragraph for automatic renewal year to year, on the same terms and conditions, unless canceled in writing by either party at least 60 days prior to the close of any fiscal year. The agreement has not been used since the early 1970's.

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In a 1999 audit, the Audit Compliance Division determined that the agreement was inappropriately used to establish trust accounts. On March 13, 2001, in response to the audit recommendation, the department requested all trust accounts be closed. The trust accounts were closed and any remaining funds deposited to Public Health Services departmental trust accounts in accordance with County fiscal practices.

Paragraph 9 of the agreement permits termination of the agreement with at least 60 days advance written notice by County prior to the close of any fiscal year.

CONTRACTING PROCESS:

It is not appropriate to advertise terminations on the Los Angeles County Online Web Site.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

None.

When approved, this Department requires the original and three signed copies of the Board's action.

Respectfully submitted,

Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:ls

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor-Controller

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(213) 240-8101

April 15, 2003

Karen Garcia, Corporate Manager
PHFE Management Solutions
13200 Crossroads Parkway North, Suite 135
City of Industry, California 91715

Dear Ms. Garcia:

TERMINATION OF PUBLIC HEALTH RESEARCH AGREEMENT NO. 16134 WITH
PHFE MANAGEMENT SOLUTIONS

On April 15, 2003, the Board approved the termination of County Contract No. 16134 with PHFE Management Solutions, formerly known as The Public Health Foundation of Los Angeles County.

This letter serves as formal written notice of the County's termination of the referenced agreement in its entirety, effective at midnight on June 14, 2003, pursuant to Paragraph 9 of the agreement.

If you have any questions regarding this notice, please call me at (213)240-8156.

Very truly yours,

John F. Schunhoff, Ph.D., Chief of Operations
Public Health

JFS:ls

c: Each Supervisor
Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor-Controller